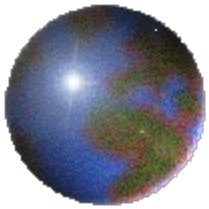


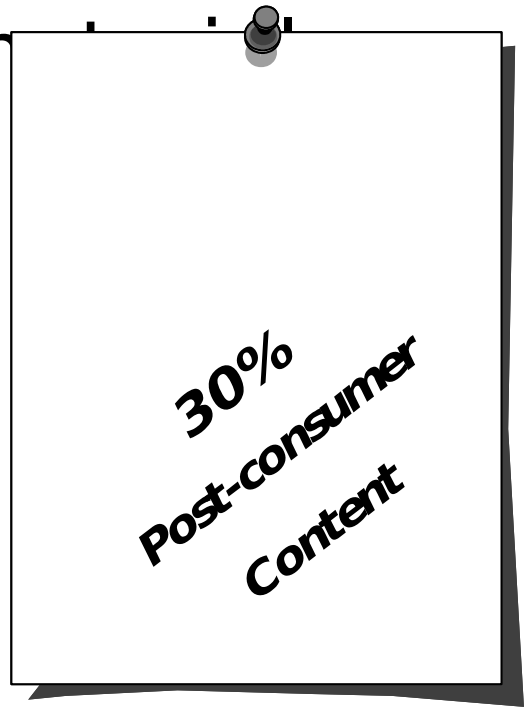
Affirmative Procurement

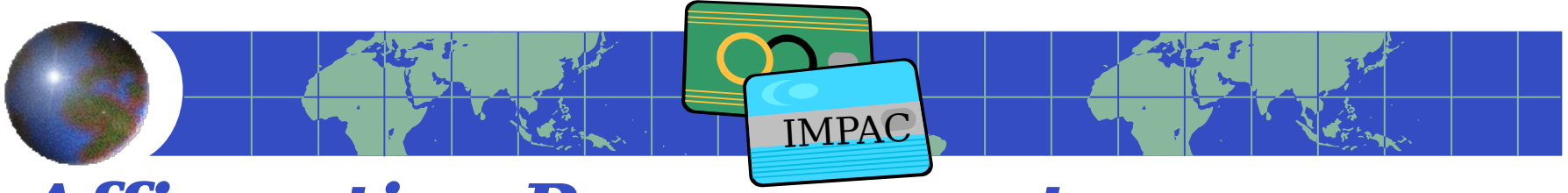
Training for Federal Credit Card Holders

EO 13101 and the Federal Government's Mandatory Buy Recycled Program

Affirmative Procurement

- The policy and practice of purchasing goods made with recycled m





Affirmative Procurement vs. Environmentally Preferable Purchasing

EP

P

- May involve a multitude of attributes
  - Reduced toxicity, less packaging, reparability, energy savings, create less HW, biobased, recycled content
- Products not specifically identified

AP

- Limited to Recycled Content (Recovered Materials)
- Products identified by EPA (Comprehensive Procurement Guidelines)(CPG)
- Guidance and Standards (Recovered Material Advisory Notices)(RMAN)

Why Affirmative Procurement?

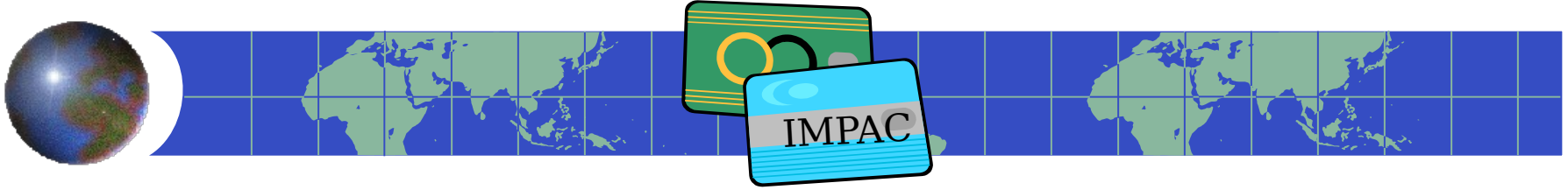
The Federal government spends about $200 Billion every year – and has put this buying power behind the country's recycling programs

As stewards of federal dollars, we are obligated to purchas
designated items containing recycled materials

AP Benefits

- Creates recycling markets
- Saves energy
- Conserves resources
- Saves money
- Saves landfill space
- Reduces pollution
- Provides incentive for development of new technologies
- Promotes environmental stewardship

Purchasing recycled products is the key to completing the recycling loop!



Recycled Materials

Recovered Materials

Closed-Loop Recycled Manufacturing Wastes

Manufacturing Wastes

Post-Consumer Materials

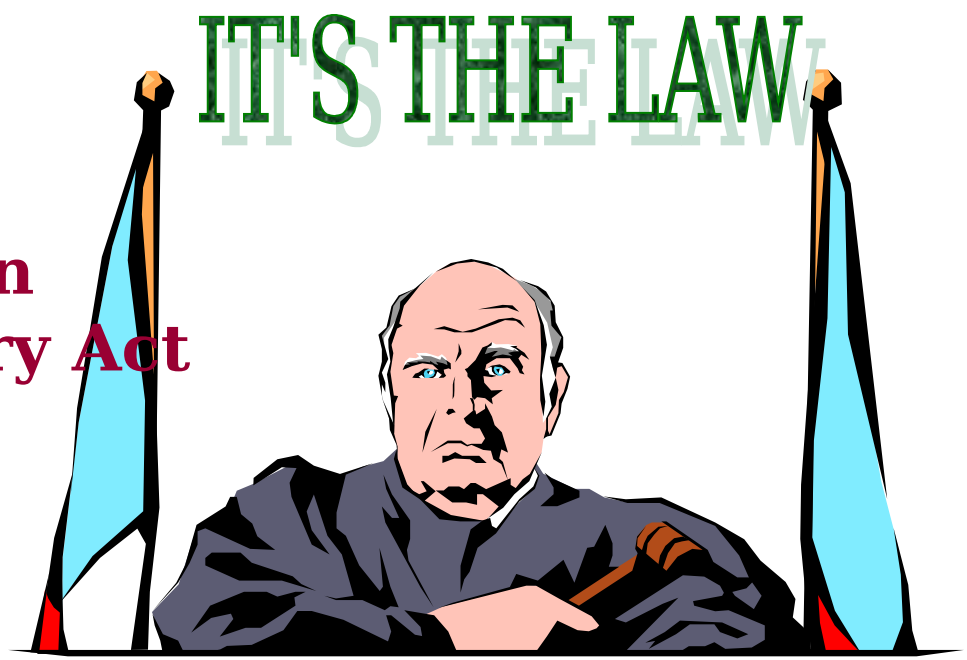
Examples: paper and paperboard waste from printing, cutting, forming, and papermaking process

Examples: boxes, newspapers, magazines, waste paper from homes and businesses

Why Are You Here?

- "Each agency will use training to educate the relevant program and acquisition personnel such as credit card holders about the requirements of EO 13101 and Section 6002 of RCRA."
  - White House Task Force Strategic Plan To Implement EO 13101

Why Affirmative Procurement?



Resource Conservation And Recovery Act

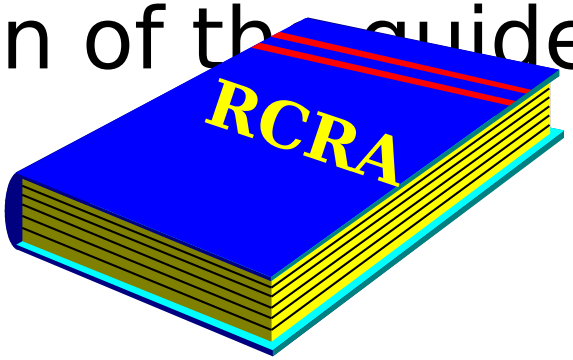
Federal Acquisition Regulations

Executive Order 13101

2002 Farm Bill

Resource Conservation and Recovery Act (RCRA), 1976

- Section 6002 required EPA to publish guidelines for affirmative procurement and required *procuring agencies* to develop an AP program within 1 year of publication of the guidelines

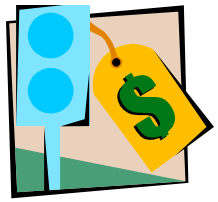


WHAT IS A PROCURING AGENCY?

- Procuring Agency – **any Federal agency**, or any state agency or contractor using appropriated Federal funds for a procurement
- Applies for procurements exceeding $10,000 in a year
- $10,000 threshold applies to entire agency (e.g., Dept. of Interior, Dept. of Defense)

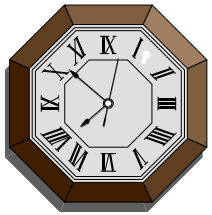
Bottom Line: We belong to DoD, which is a procuring age
over $10,000 per year for each designated item. It app

Exceptions



Price

Performance



Availability

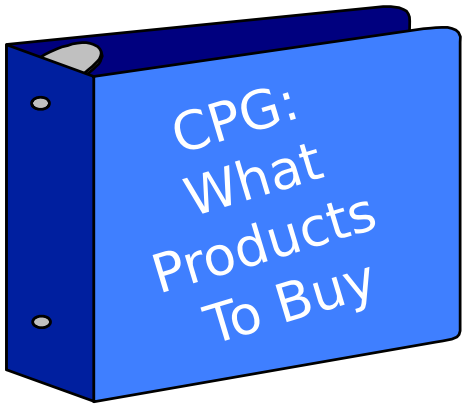
- According to RCRA, procuring agencies must follow the CPGs **unless the product**:
  - Is available only at an unreasonable price
  - Will not meet reasonable performance standards
  - Is unavailable within a reasonable timeframe or at a sufficient level of competition

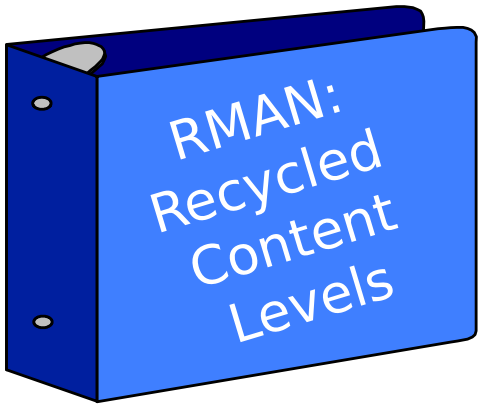
EO 13101 – Greening the Government Through Waste Prevention, Recycling and Federal Acquisition (1998)

- Directed EPA to include AP in compliance inspections
- Required agencies to provide AP training
- Required procuring agencies to follow CPGs published in the Federal Register
- Introduced biobased products as part of AP programs
- Encouraged purchase of environmentally preferable products and services

What are the Comprehensive Procurement Guidelines (CPGs) and Recovered Materials Advisory Notices (RMANs)?

- CPGs designate the products that must contain recovered material
- RMANs provide recommended recycled-content percentages and guidance on buying recycled-content products

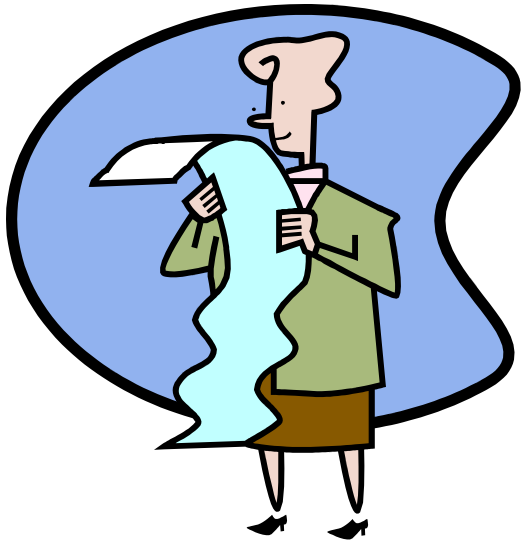




And The Products Are:

EPA-Designated Product Categories

- Construction
- Landscaping
- Non-paper Office Products
- Paper and Paper Products
- Parks and Recreation
- Transportation
- Vehicular
- Miscellaneous



CONSTRUCTION PRODUCTS

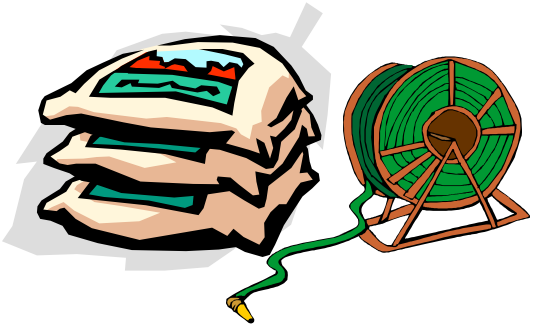
DESIGNATED ITEMS:

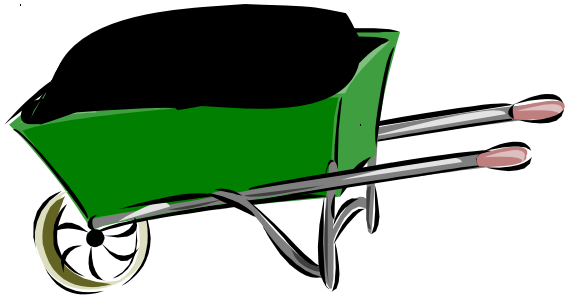
- Building insulation
- Carpet
- Cement and concrete
- Consolidated and reprocessed latex paint
- Floor tiles
- Laminated paperboard
- Patio blocks
- Shower and restroom dividers
- Structural fiberboard
- Carpet cushion
- Flowable fill
- Railroad grade crossings/surfaces

LANDSCAPING PRODUCTS

DESIGNATED ITEMS:

- Garden and soaker hoses
- Hydraulic mulch
- Lawn and garden edging
- Yard trimmings compost
- Food waste compost
- Landscaping timbers and posts (plastic lumber)

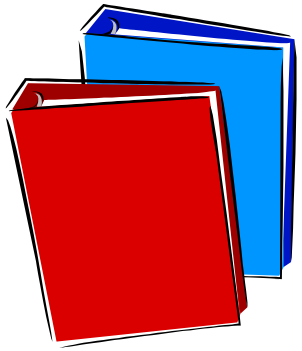




NON-PAPER OFFICE PRODUCTS

DESIGNATED ITEMS:

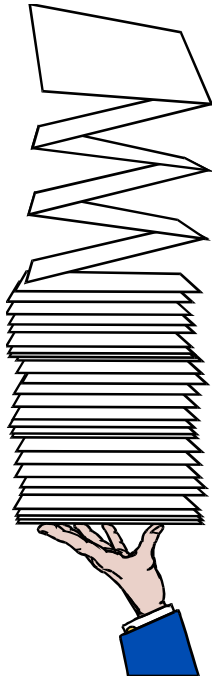
- Binders (paper, plastic covered)
- Office recycling containers
- Office waste receptacles
- Plastic desktop accessories
- Plastic envelopes
- Plastic trash bags
- Printer ribbons
- Toner cartridges
- Solid plastic binders
- Plastic clipboards
- Plastic clip portfolios
- Plastic file folders
- Plastic presentation folders



PAPER AND PAPER PRODUCTS

DESIGNATED ITEMS:

- Commercial/industrial sanitary tissue products
- Miscellaneous papers
- Newsprint
- Paperboard and packaging products
- Printing and writing papers



PARK AND RECREATION PRODUCTS

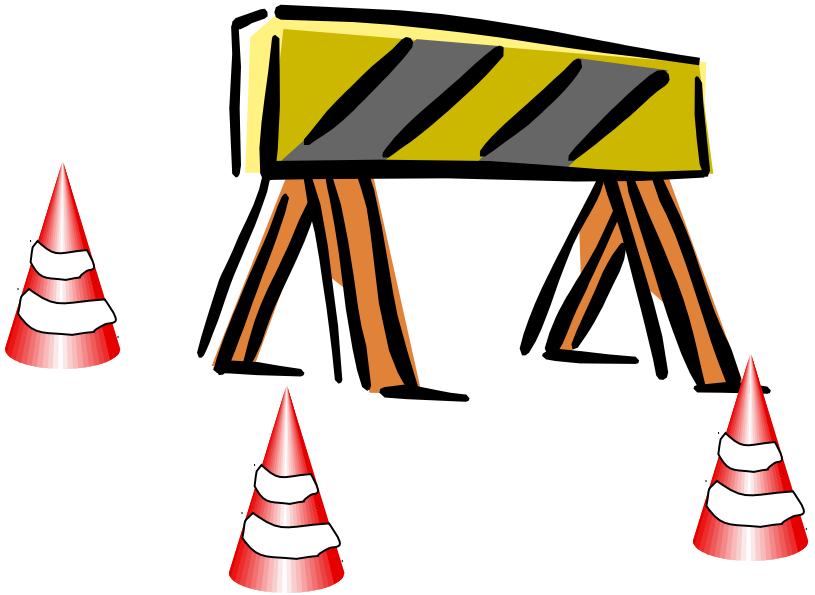
DESIGNATED ITEMS:

- Plastic fencing
- Playground surfaces
- Running tracks
- Park and recreational furniture
- Playground equipment

TRANSPORTATION PRODUCTS

DESIGNATED ITEMS:

- Channelizers
- Delineators
- Flexible delineators
- Parking stops
- Traffic barricades
- Traffic cones



VEHICULAR PRODUCTS

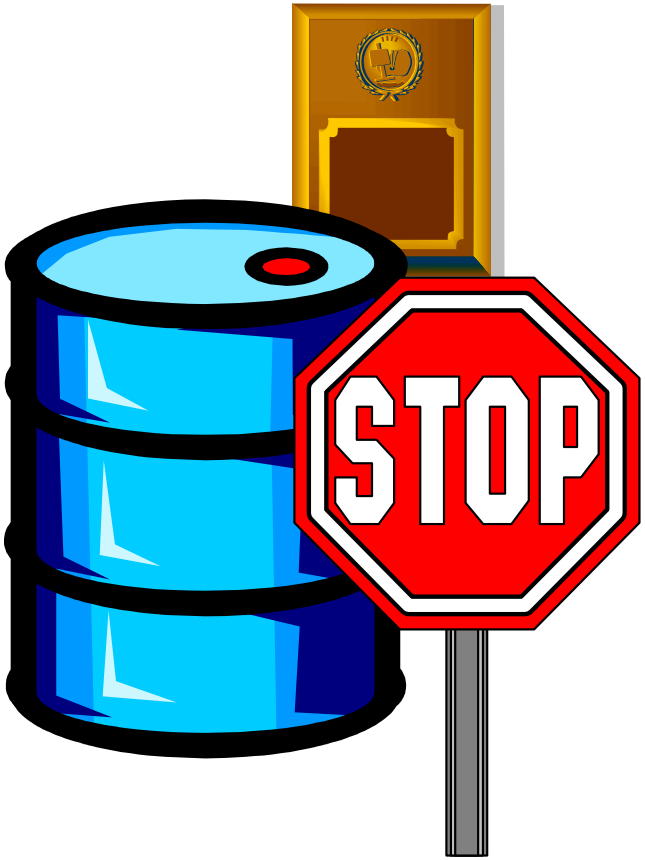
DESIGNATED ITEMS:

- Engine coolants
- Re-refined lubricating oils
- Retread tires

MISCELLANEOUS PRODUCTS

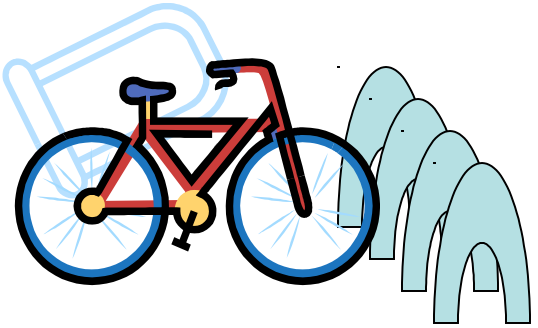
DESIGNATED ITEMS:

- Pallets
- Sorbents
- Awards and plaques
- Industrial drums
- Mats
- Signage, including supports
- Strapping and stretch wrap

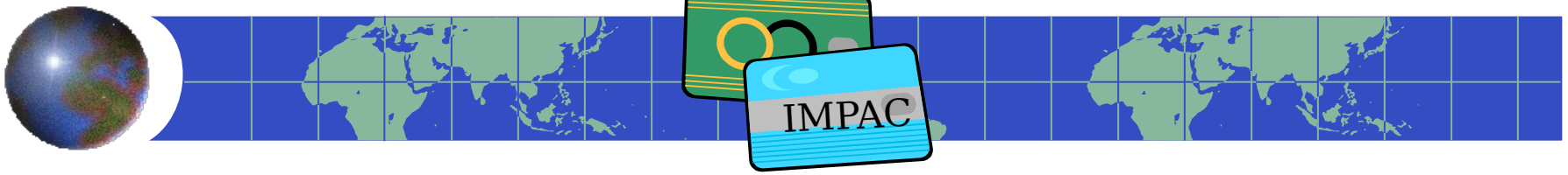


New Products Proposed Aug 01

- Bike Racks
- Blasting Grit
- Cement and Concrete containing Cenospheres
- Cement and Concrete Containing Silica Fume
- Modular Threshold Ramps



- Nonpressure Pipe
- Nylon Carpet and Carpet Backing
- Office Furniture
- Rebuilt Vehicular Parts
- Roofing Materials
- Tires



2002 Farm Bill

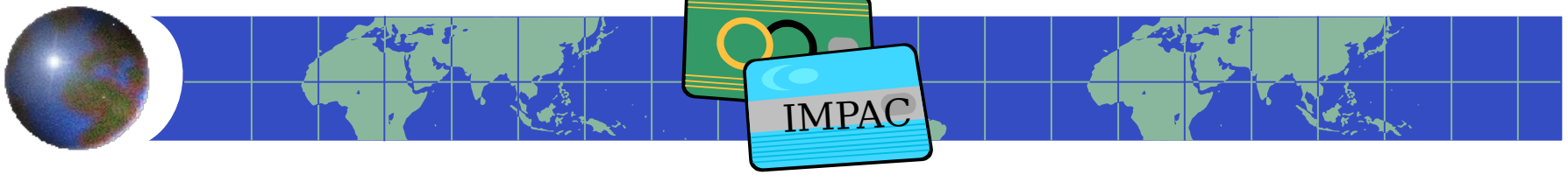
Establishes a “buy bio” program similar to the buy recycled program:

- **USDA designates biobased products and recommends content levels**
- **Agencies establish affirmative procurement programs and purchase the USDA-designated products**
- **OFPP reports biennially to Congress**

Biobased Products

A commercial or industrial product (other than food or feed) that is composed in whole or in significant part, of biological products or renewable domestic agricultural (plant, animal, and marine) or forestry materials

Example: Citrus-based cleane



Proposed Biobased Product Category List

- Adhesives
- Construction materials and composites
- Fibers, paper, and packaging
- Fuel additives
- Landscaping materials and compost
- Lubricants and functional fluids
- Plastics
- Paints and coatings
- Solvents and cleaners
- Sorbents
- Vegetable oil inks

Implementation of Biobased Program

- Purchasers may use exceptions for price, performance and availability constraints
- Reporting requirements exist for purchases of USDA-designated products
- Training of personnel will be essential

What Kinds of Purchases are Affected?

- All purchases made by a federal agency, or by other agencies with appropriated federal funds, including:
  - Purchase requests
  - Credit card purchases
  - Contract actions
  - Local purchases
  - Central supply purchases
  - Purchases from government supply sou
  - Purchases made online

What About the Mandated Sources of Supply?

- First define your product needs; for example, **folders made with recycled content paper**
- Second, go to your mandatory sources of supply
- If they don't supply the item, let them know you require recycled content!
- Check with them often to see if they supply the item

JWOD

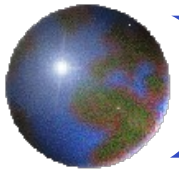
UNICOR

Small Businesses

How Do I Use An Exception?

- If you purchase a noncompliant product for reasons of price, performance, or availability, AND the purchase was for more than $2500, you must document the reasons for not purchasing the recycled

Called a written determination or justification



Where Can These Products Be Found?

- Government Supply Sources
  - General Services Administration (GSA)
  - Defense Logistics Agency (DLA)
  - Government Printing Office (GPO)
  - Federal Logistics Information System (FLIS)
  - Your Onpost Supply Store
  - JWOD (Javits-Wagner-O'Day Act organizations)
  - UNICOR (Federal Prison Industries)
- Off-Post Commercial Vendors
  - Home Depot, Office Depot, Staples

AP Made Easy…

- Use The Web

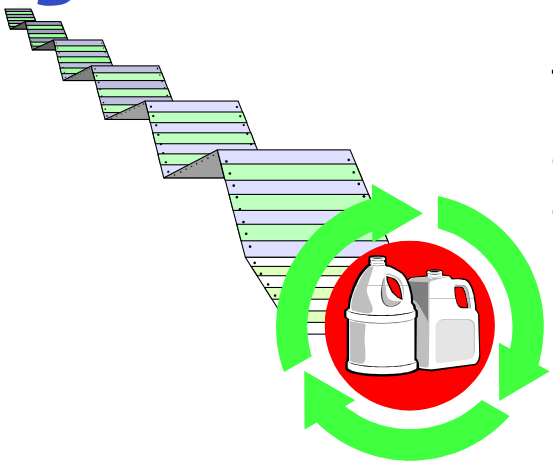
For Information

- EPA: www.epa.gov/cpg
- Govt Procurement www.govexec.com/procurement

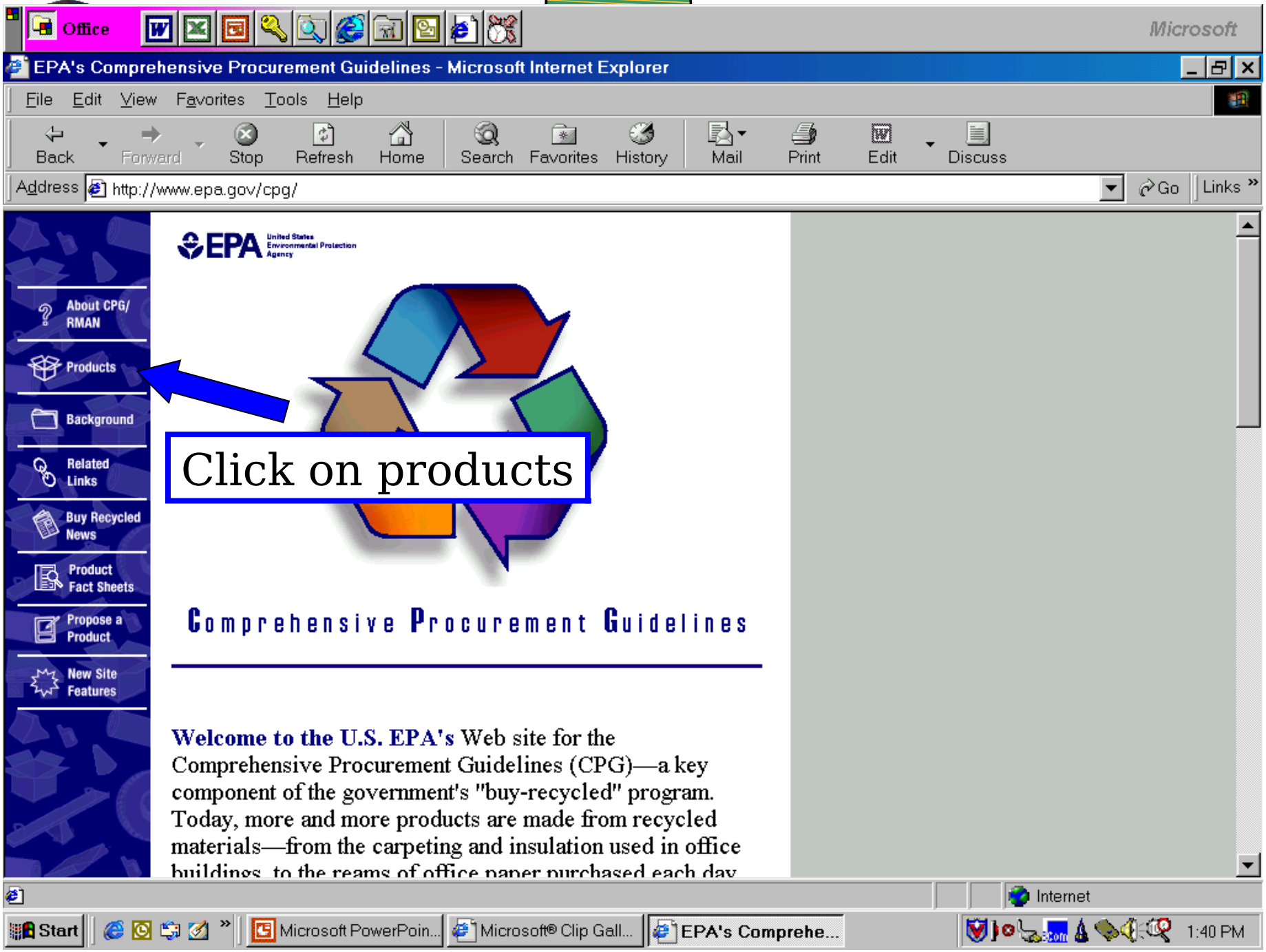
To Search for Products

- GSA www.gsa.gov
- DLA www.dscr.dla.mil
- DLA www.emall.dla.mil
- EPA www.epa.gov/oppt/epp
- JWOD www.jwod.com
- USDA www.usda-biobasedproducts.net/public
- SBA http://pro-net.sba.gov
- Green Order http://greenorder.com

EPA List of CPG Products and Recovered Materials Advisory Notices (RMANs)



www.epa.gov/cpg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EPA's Comprehensive Procurement Guidelines - Microsoft Internet Explorer
File Edit View Favorites Tools Help
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Address http://www.epa.gov/cpg/
Go Links
EPA United States Environmental Protection Agency
About CPG/ RMAN
Products
Background
Related Links
Buy Recycled News
Product Fact Sheets
Propose a Product
New Site Features
Click on products
Comprehensive Procurement Guidelines
Welcome to the U.S. EPA's Web site for the Comprehensive Procurement Guidelines (CPG)—a key component of the government's "buy-recycled" program. Today, more and more products are made from recycled materials—from the carpeting and insulation used in office buildings, to the reams of office paper purchased each day
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Office of Solid Waste

C P G

About CPG/ RMAN

Products

Background

Related Links

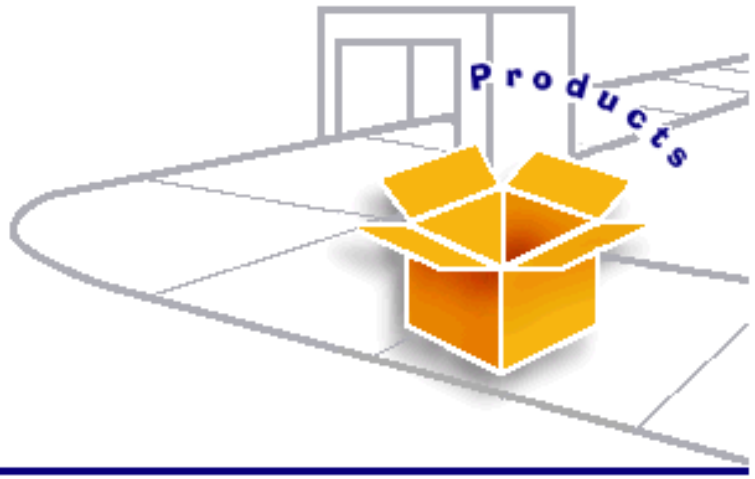
Buy Recycled News

Product Fact Sheets

Propose a Product

New Site Features

EPA United States Environmental Protection Agency



A key component of the CPG program is EPA's list of designated products and the accompanying recycled-content recommendations. EPA has already designated or is proposing to designate the products listed below. They are grouped into 8 categories:

- Construction Products
- Landscaping Products
- Nonpaper Office Products
- Paper and Paper Products
- Park and Recreation Products
- Transportation Products

Click on product cate

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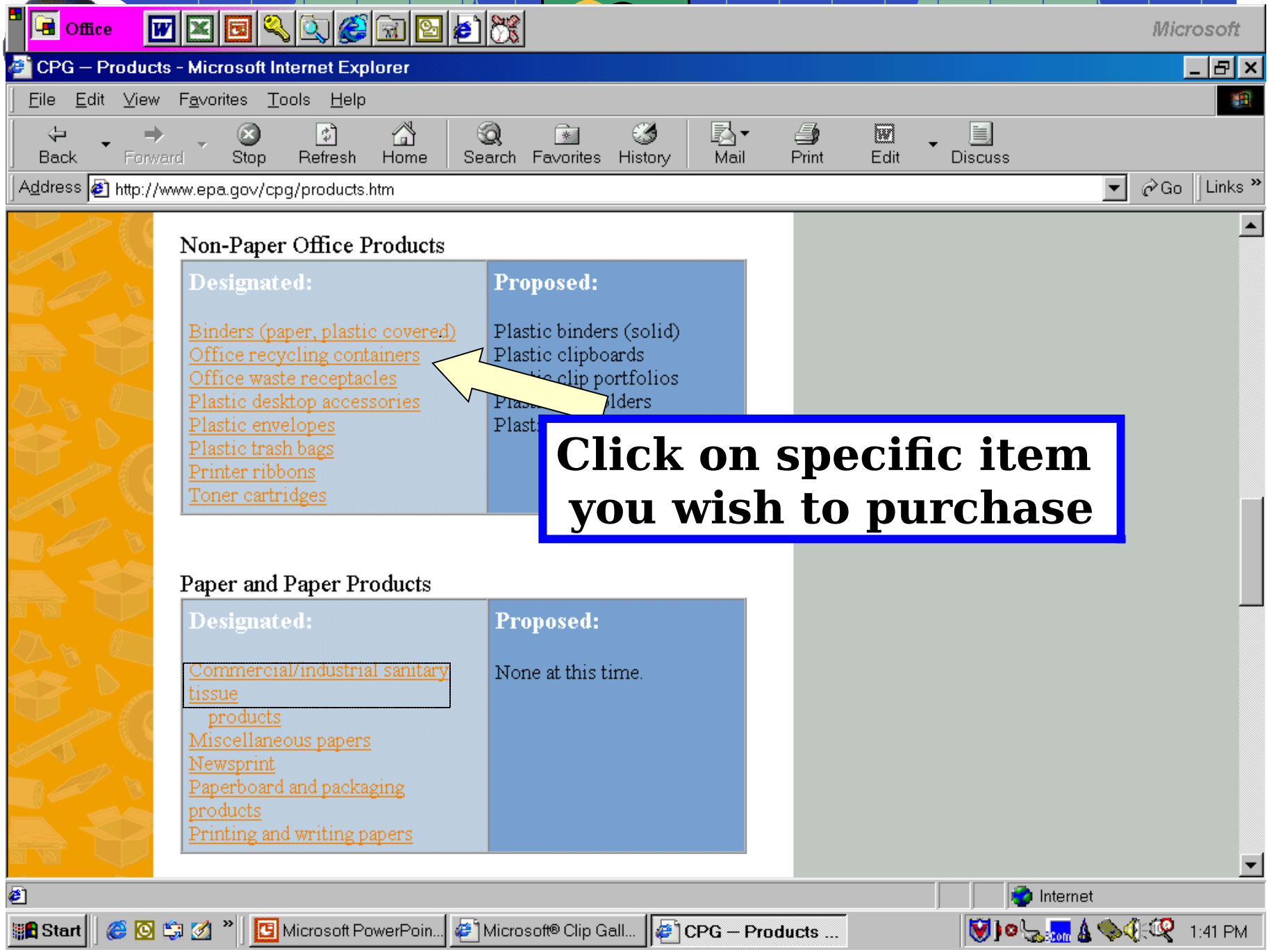
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Address http://www.epa.gov/cpg/products.htm
Go Links
Non-Paper Office Products
Designated:
Binders (paper, plastic covered)
Office recycling containers
Office waste receptacles
Plastic desktop accessories
Plastic envelopes
Plastic trash bags
Printer ribbons
Toner cartridges
Proposed:
Plastic binders (solid)
Plastic clipboards
Click on specific item you wish to purchase
Paper and Paper Products
Designated:
Commercial/industrial sanitary tissue products
Miscellaneous papers
Newsprint
Paperboard and packaging products
Printing and writing papers
Proposed:
None at this time.
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Microsoft® Clip Gall...
CPG – Products ...
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CPG -- Office Recycling Containers and Waste Receptacles - Microsoft Internet Explorer provided by USACHPPM

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Address http://www.epa.gov/cpg/products/office.htm Go

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Office of Solid Waste

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About CPG/ RMAN

Products

Background

Related Links

Buy Recycled

Propose a Product

New Site Features

EPA United States Environmental Protection Agency

nonpaper office products

OFFICE RECYCLING CONTAINERS AND WASTE RECEPTACLES

Recycling containers and waste receptacles are used to collect and transport waste and recyclable materials in offices all across the country - either in deskside or larger, more centralized containers. These items can be made from recovered paper, plastic, or steel.

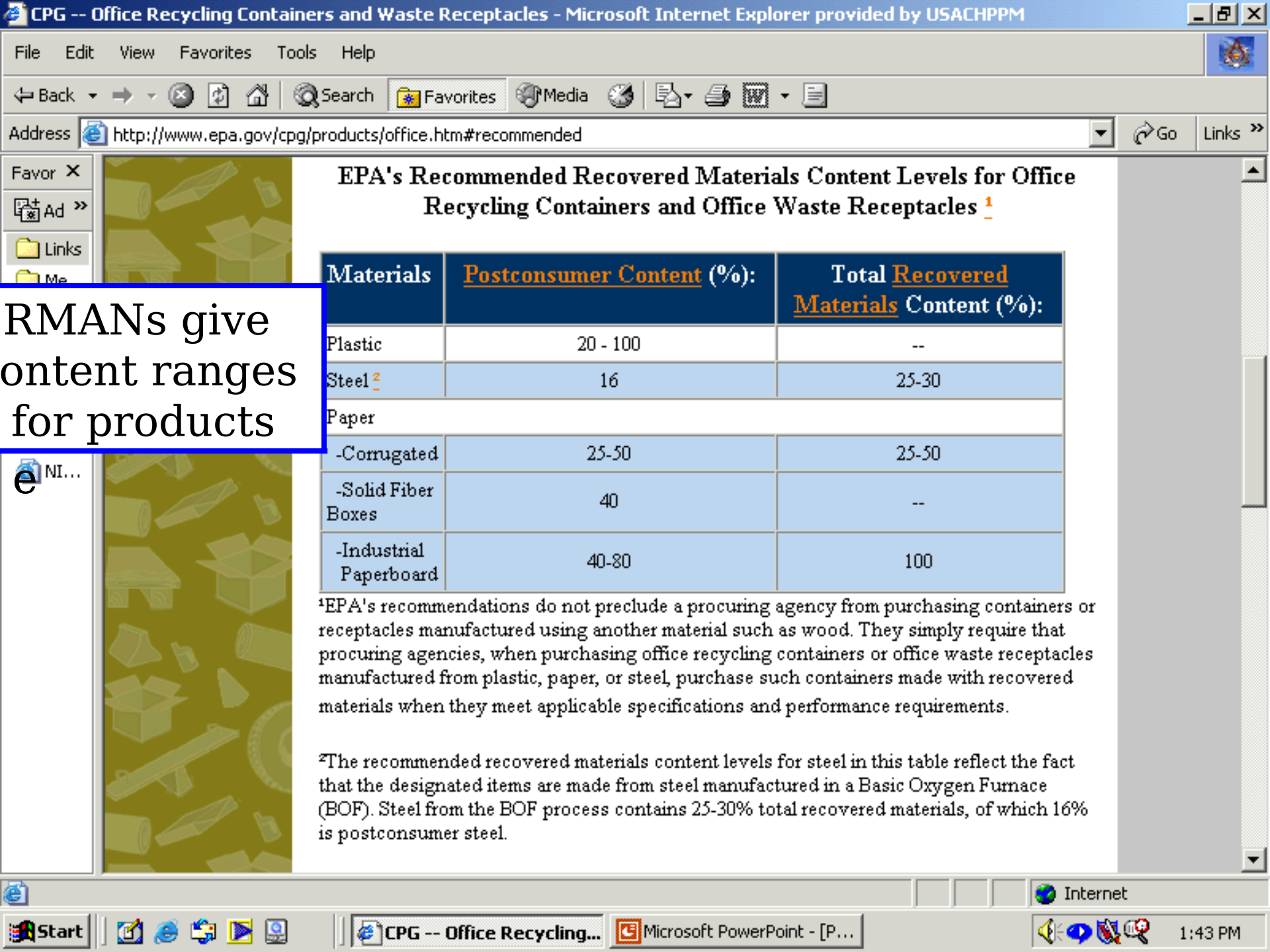
Click to see RMANs

- Recommended Recovered Materials Content Ranges
- Product Information
- Additional Links

Recommended Recovered Materials Content Ranges:

Internet

Start CPG -- Office Recycling... Microsoft PowerPoint - [P... 1:43


CPG -- Office Recycling Containers and Waste Receptacles - Microsoft Internet Explorer provided by USACHPPM
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Address http://www.epa.gov/cpg/products/office.htm#recommended
Go Links
EPA's Recommended Recovered Materials Content Levels for Office Recycling Containers and Office Waste Receptacles [1]
Materials | Postconsumer Content (%): | Total Recovered Materials Content (%):
Plastic | 20 - 100 | --
Steel [2] | 16 | 25-30
Paper
-Corrugated | 25-50 | 25-50
-Solid Fiber Boxes | 40 | --
-Industrial Paperboard | 40-80 | 100
[1]EPA's recommendations do not preclude a procuring agency from purchasing containers or receptacles manufactured using another material such as wood. They simply require that procuring agencies, when purchasing office recycling containers or office waste receptacles manufactured from plastic, paper, or steel, purchase such containers made with recovered materials when they meet applicable specifications and performance requirements.
[2]The recommended recovered materials content levels for steel in this table reflect the fact that the designated items are made from steel manufactured in a Basic Oxygen Furnace (BOF). Steel from the BOF process contains 25-30% total recovered materials, of which 16% is postconsumer steel.
RMANs give
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CPG -- Office Recycling Containers and Waste Receptacles - Microsoft Internet Explorer provided by USACHPPM

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Address http://www.epa.gov/cpg/products/office.htm#recommended

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Product Information:

List of Manufacturers and Suppliers

Adobe Acrobat PDF file || ASCII text file

This list identifies manufacturers and suppliers of office recycling containers and waste receptacles containing recovered materials.

Click here for list of suppliers

GSA Advantage!

The U.S. General Services Administration's (GSA's) *Federal Supply Schedule Group 72, Part 7, Schedule B* lists a variety of containers and receptacles available for purchase. In addition, GSA publishes various supply catalogues, guides, and schedules for recycled-content products available through the Federal Supply Service.

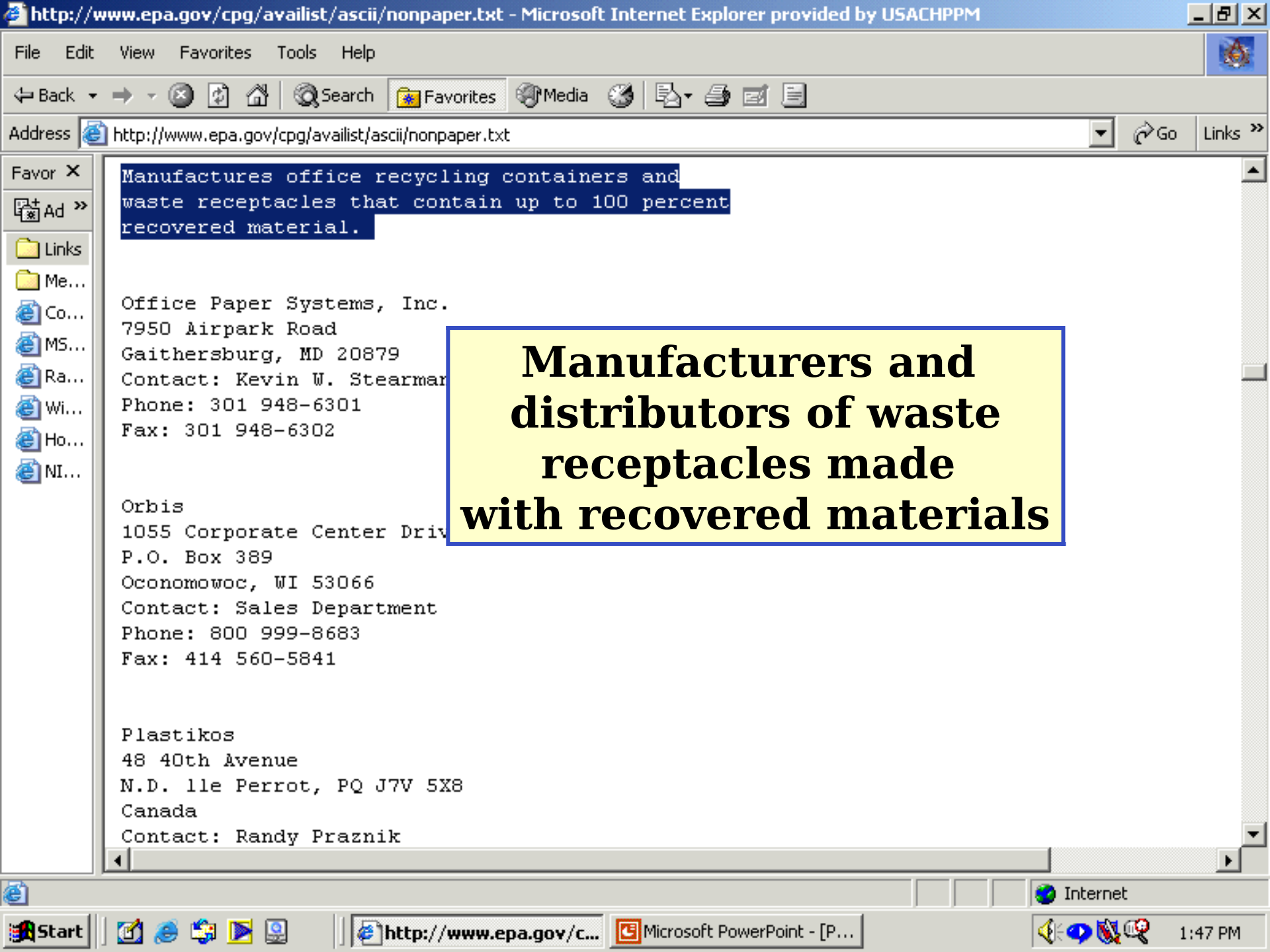
Additional Links:

2000 Buy-Recycled Series: *Nonpaper Office Products*

Adobe Acrobat PDF file

This fact sheet highlights the nonpaper office products, designated in the CPG, including office recycling containers and waste receptacles, and includes case studies, recommended recovered-content levels, and a list of resources.

Internet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Ra...
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Ho...
NI...
Manufactures office recycling containers and waste receptacles that contain up to 100 percent recovered material.
Office Paper Systems, Inc.
7950 Airpark Road
Gaithersburg, MD 20879
Contact: Kevin W. Stearman
Phone: 301 948-6301
Fax: 301 948-6302
Orbis
1055 Corporate Center Driv
P.O. Box 389
Oconomowoc, WI 53066
Contact: Sales Department
Phone: 800 999-8683
Fax: 414 560-5841
Plastikos
48 40th Avenue
N.D. lle Perrot, PQ J7V 5X8
Canada
Contact: Randy Praznik
Manufacturers and distributors of waste receptacles made with recovered materials
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GSA Advantage! - Microsoft Internet Explorer

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Address https://www.gsaadvantage.gov/cgi-bin/advwel Go Links

GSA Advantage! on-line shopping

To Place an Order

Customer Log-in

Govt Purchase Card

- OR -

GO

AAC Password

Apply for an AAC
Apply for a Password

To Browse

Customer Tools

- Quick Order
- FEDSTRIP Ordering
- Retrieve a Cart
- Requisition Status

Welcome... *you have found the web's #1 Official Federal source for Government purchasing. GSA Advantage! offers the convenience of purchasing more than one million products and services with the click of a button.*

GSA Advantage! was included in the Year 2000 Computerworld Smithsonian Collection as an example of how information technology is being used to improve society. We have also been named one of the "Best Feds on the Web" and have received several prestigious awards including the Federal Technology Leadership Award that was presented by Government Executive Magazine. In 1996, GSA Advantage! was recognized by the Computerworld Smithsonian Award program for innovative technology in the workplace.

New search features !

SmartPay GSA

Browse/Search

Keywords: recycled carpet

Shipping ZIP: 21010 GO

Advanced Search

Schedules E-LIBRARY
Your Source for the latest Contract Award Data.

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DoD EMALL Homepage - Microsoft Internet Explorer

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Address https://www.emallmom01.dla.mil/scripts/default.asp Go Links

Welcome to the DoD EMALL!

DoD EMALL

Joint Electronic Commerce Program Office JECPO DoD eBusiness

1st Choice Support for the Warfighter
(Federal Buyers Welcome Too!)

Please select a corridor in which to shop:

Parts & Supplies | **Info Technology** | **Training**

Learn More About DoD EMALL - Click here to conduct a sample search of the DoD EMALL, search various records, visit related sites, and learn more about the DoD EMALL.

Need Help? - If you need a little help with using the DoD EMALL, click here to get a complete guide to the DoD EMALL.

EMALL Policy Statements - Click here for current letters and service policy.

Supplier's Corner - If you are a DoD EMALL supplier, click here for

DoD EMALL News

NEW! Check out the latest V4.2 upgrades

NEW! DoD EMALL Suppliers

Other DoD EMALL News:

NEW! Buying/Selling Green Products on DoD EMALL

NEW! New Vehicular Battery Consignment Program (VBCP)

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Address http://www.jwod.com/
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-Quick Order
-Customer Service
SHOPPING CART
Items in Cart 0
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PRODUCT SEARCH
Find: recycled binder
Using: All words
Find It
Help
Advanced Search
QUICK SHOPPING
Javits-Wagner-O'Day
JWOD
SKILCRAFT
Welcome! If you are a first time visitor, Register Here.
If you have been here before please login.
Search for recycled product
Products provided to the Federal Government under the Javits-Wagner-O'Day Act, (JWOD), a mandatory source of supply for all Federal government employees. These products are manufactured by non-profit agencies throughout the United States that employ people who are blind or have other severe disabilities.
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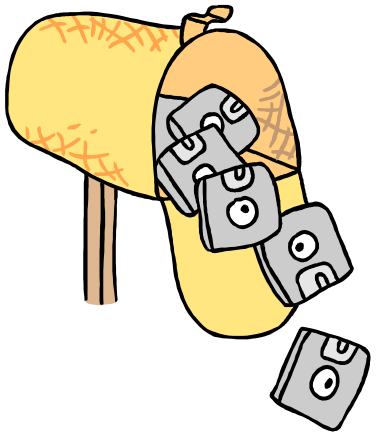
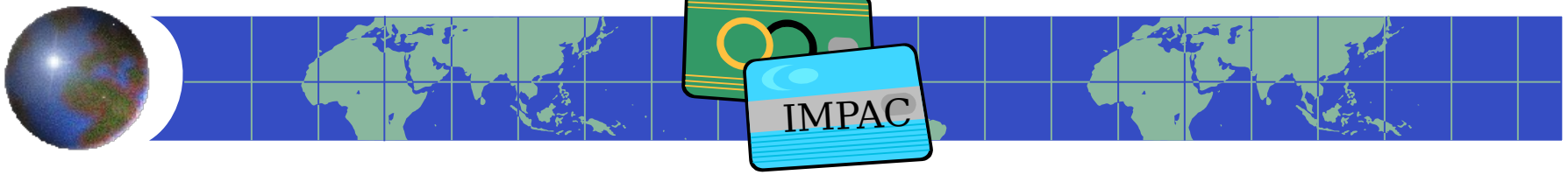
Reporting and Tracking

- EO 13101 directs Federal agencies to develop reporting and tracking of purchases of designated items
- No formal mechanism established by DoD for tracking credit card purchases
- The White House Task Force established a reporting work group to develop a low-burden reporting system for all federal agencies

Reporting Tools

- Federal Procurement Data System data from SF 279 and DD 350
- GSA and DLA data from their stock programs
- Agency data on 8 indicator items
- Data from office supply vendors





Eight Indicator Items

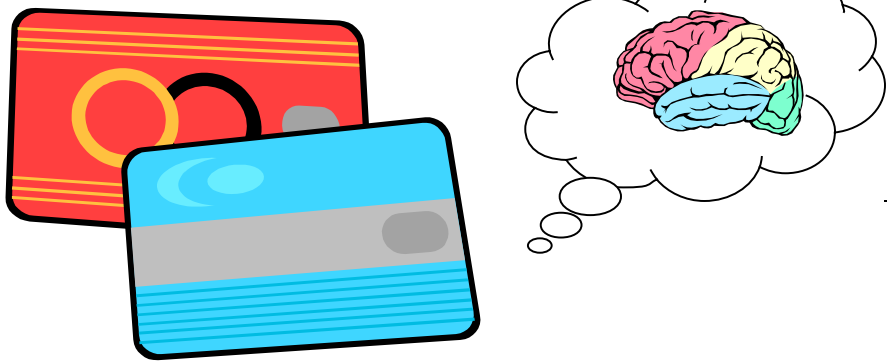
- Paper: Commercial sanitary tissue
- Non-paper Office: Toner cartridges
- Construction: Concrete
- Landscaping: Landscaping timbers
- Park and Recreation: Park benches, picnic tables
- Transportation: Traffic barricades
- Vehicular: Re-refined oil
- Miscellaneous: Signage

Recommendations of the Reporting Work Group (Credit Cards)

- Proposal is for automated tracking – not performed by individual purchaser!
- Pilot Program to report recycled-content purchases made with credit cards
  - Vendors identify recycled content products
    - Home Depot, Office Depot, Staples
  - Bank Card Companies track purchases of identified products
    - VISA, MasterCard

Recommendations (Credit Cards)

- Future:
  - Chip technology in “smart cards” will be used to track and report compliant purchases
  - This technology can also be used to block noncompliant purchases

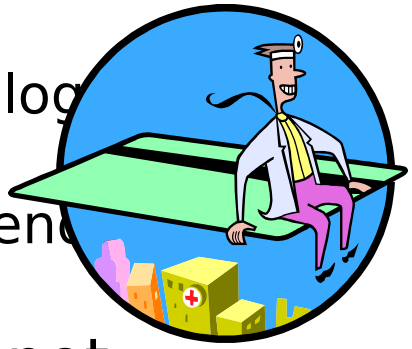


How Will Purchases of EPA-Designated Items be Monitored?

- EPA RCRA and Multimedia Inspections
- EPA Facility Questionnaires
- Reporting of Purchases
- ECAS Findings
- IG Inspections

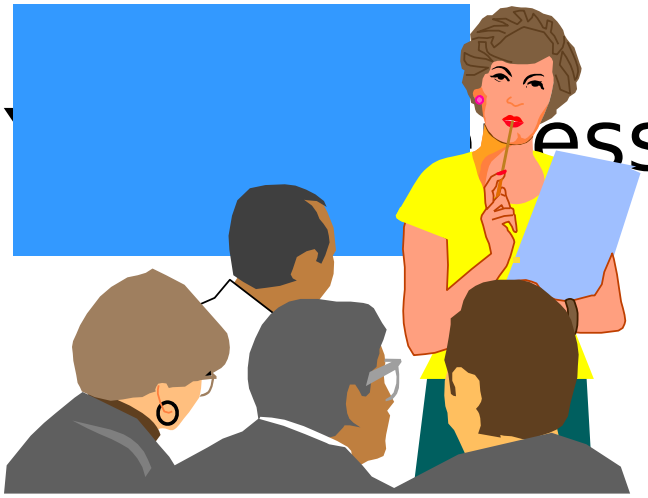
What Should You Do?

- Keep the list of CPG items handy – refer to it when making purchases
- Maximize your purchases of recycled-content items by
  - Searching for recycled-content products in catalog and online sources
  - Requesting recycled-content items from your vend and supply sources
- Document noncompliant purchases (those not meeting recycled-content requirements) over $2,500 (for reasons of price, performance, or availability)



What Else Should You Do?

- Await guidance for tracking and reporting
  - Currently no requirement for credit card purchases to be tracked by the purchaser
- Document Y ess Training!



For More Information. . .

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